

**From:** [Meehan, Clair](#)  
**Subject:** Western Numeric Nutrient Workshop - Handouts and Important Information (email #1 of 3)  
**Date:** Friday, April 27, 2018 7:22:08 AM  
**Attachments:** [West NNC Workshop - Day 1 PPTs.pdf](#)  
[West NNC Workshop Introduction and Agenda Materials FINAL.pdf](#)

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Dear Participant,

We are looking forward to a very exciting workshop next week. When you arrive at the workshop, you will receive a nametag and agenda. We will not be printing handouts for the workshop—instead we are distributing those materials via email. Also included in this email are a number of reminders from the workshop co-chairs.

### **Workshop Handouts**

Please find attached:

- Workshop Introduction and Agenda
  - This file contains the workshop objectives and goals, agenda, participant list, logistics sheet, poster abstracts, and a local restaurant list.
- West NNC Workshop - PPTs Day 1.pdf
  - This file contains handout versions of the day 1 presentations that we have received.

Due to file sizes, the handouts for days 2 and 3 will be distributed in a separate email.

### **Internet Access**

There is no public internet access in the EPA Region 9 building. Please print or save the electronic handouts prior to coming.

### **Access to EPA Region 9**

- Arrive 20 minutes before the meeting start time to allow for security screening. You will need a state/federally-issued ID.
- Avoid bringing any items that may be considered weapons, explosives, incendiary devices, illicit drugs, or bulky items to guarantee and expedite your security clearance and access to the building.

### **On-site logistics**

- The workshop conference rooms are in the first floor of the EPA Region 9 building (to the right, after passing through security).
- Most workshop activities will take place in rooms CA, NV, AZ.
- The building has a cafe on the first floor with coffee and basic food options. The cafe is located to the left, after passing through security and walking through the elevator bank.
- Coffee, tea, and some snacks will be available during breaks. We would appreciate for you to bring your own cup/water bottle to reduce excessive use of paper products and production of waste.

### **Networking events**

- Terry Fleming and Janet Hashimoto (Region 9) have planned two fun social outings:
  - May 1: Giants vs. San Diego Padres baseball game
  - May 2: Ferry ride and dinner
- If you would like to sign up for these events, please sign up here:  
<https://www.surveymonkey.com/r/9RRGRMQ>
- Make sure to bring some comfortable clothing and shoes. The early mornings and evenings are often cool, foggy and windy, so a light jacket is recommended.
- Please bring cash to the networking events to expedite payment transactions.

### **Working lunch—May 3**

- There will be a working lunch on the last day of the workshop (Thursday, May 3).
- To order your lunch, please follow these instructions:
  - Go to: <https://www.specialtys.com/Menu.aspx>
  - Under the “Pick Up” tab on the right, click “Pick a café”.

- Select "San Francisco" and the address at 680 Folsom St. (3<sup>rd</sup>) San Francisco, CA 94107.
- Choose "Thu 5/3/2018" and 11:00AM for the pick-up date and time.
- Confirm and continue order until Step 2 of 2.
- \*\*In order to make sure that your order is included in our group order, you must follow these steps:
  - Under "PickUp info" select the *edit* button next to "Recipient."
  - For First Name, please enter "Nutrient."
  - For Last Name, enter your last name.
  - Click "submit."
- Pay for your order, and workshop organizers will pick up the lunches and deliver them to the workshop room.
- If you do not order lunch ahead of time, you can buy lunch on your own during the break before the start of the working lunch.

### **Webinar Participation**

- Webinar access information will be distributed on Monday for those joining remotely.

If you have any questions, please let me know.

Thank you,

Clair

**Clair Meehan** | Environmental Scientist

Direct: 508.734.5513

[clair.meehan@tetrattech.com](mailto:clair.meehan@tetrattech.com)

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